



## ADVANCED PLACEMENT PROGRAM® (AP®) 2004 FEE REDUCTION POLICY

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- Purpose:** The College Board provides a \$22 fee reduction per exam for students with acute financial need. For each exam taken with a fee reduction, the school forgoes its \$8 rebate, resulting in a cost of \$52 per exam for the student.
- Additionally, more than 40 U.S. states and territories use federal and/or state funds to supplement the College Board's fee reduction by amounts ranging from \$10 to \$52 per exam. State-specific fee reduction information will be sent to each AP Coordinator in the spring of 2004.
- Criteria:** **If a student is eligible for free or reduced-cost lunches at your school (under the National School Lunch Act), he or she qualifies for the \$22 College Board fee reduction on all AP Exams he or she takes that year.**
- (For alternative criteria you might use to determine whether a student qualifies for AP Exam fee reductions, see the reverse side of this document.)
- Procedure:** AP Coordinators need to follow the three steps below to obtain fee reductions for qualified students.
- STEP 1:** When placing an exam order, AP Coordinators must indicate the total number of exams that will be taken with fee reductions. You may revise your fee reduction counts as long as exam orders are still being accepted. (Hint: AP Coordinators should keep a list of the students who qualify for fee reductions and the titles of the AP Exams they will be taking, for use in steps 2 and 3.)
- STEP 2:** AP Coordinators must indicate who these students are by filling in the "Option 1" fee reduction oval on each qualifying student's registration answer sheet. The *AP Coordinator's Manual* contains instructions for properly marking the answer sheet so that your school will be billed at the reduced rate.
- STEP 3:** Coordinators must indicate the total number of exams with fee reductions when completing their online remittance form.
- The counts you supply in steps 2 and 3 must match in order for your school to be billed accurately. Inconsistencies in these counts will result in billing problems for your school that often stretch across the summer and into the following fall.**

**Contact**

**Information:** AP Examinations  
P.O. Box 6671  
Princeton, NJ 08541-6671

Telephone: 609 771-7300 or 877 274-6474 (toll free in the U.S. and Canada)  
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**Alternative****Criteria:**

If your school would prefer to use another method for determining which students qualify for AP Exam fee reductions, **any** of the following criteria are allowed by the U.S. Department of Education:

- The student's family receives assistance under part A of title IV of the Social Security Act.
- The student is eligible to receive medical assistance under the Medicaid program under title XIX of the Social Security Act.
- The student is a member of a family whose taxable income for the preceding year did not exceed 150% of the poverty level as established by the U.S. Census Bureau. The table below lists annual family incomes, by family size, at 150% of the poverty level. If the AP student's family income did not exceed the amount listed in the appropriate row and column, he or she qualifies for a College Board fee reduction.

Size of Family Unit	Annual Family Income*	Annual Family Income* for Alaska	Annual Family Income* for Hawaii
1	\$13,470	\$16,815	\$15,495
2	\$18,180	\$22,710	\$20,910
3	\$22,890	\$28,605	\$26,325
4	\$27,600	\$34,500	\$31,740
5	\$32,310	\$40,395	\$37,155
6	\$37,020	\$46,290	\$42,570
7	\$41,730	\$52,185	\$47,985
8	\$46,440	\$58,080	\$53,400

For family units with more than eight members, add the following dollar amount for each additional family member: \$3,140 for the 48 contiguous U.S. States, the District of Columbia, and outlying jurisdictions; \$3,930 for Alaska; and \$3,610 for Hawaii.

\*The figures shown under family income represent amounts equal to 150% of the family income levels established by the U.S. Census Bureau for determining poverty status. These levels were published by the U.S. Department of Health and Human Services in the Federal Register of February 7, 2003, Vol. 68, No. 26, pages 6456-6458.